

## **PLANNING COMMISSION**

### **ACTION MINUTES**

**TUESDAY, MARCH 7, 2006 7:00 PM**

Chair Parsons called the meeting to order at 7:03 pm, One Twin Pines Lane, City Hall Council Chambers.

#### **1. ROLL CALL**

Commissioners Present: Parsons, Horton, Mercer, Wozniak,

McKenzie (arrived at 7:23 pm).

Commissioners Absent: None

Staff Present: Community Development Director de Melo (CDD),  
City Attorney Zafferano,(CA), Recording Secretary Crouse (RS),  
Associate Planner Walker (AP),Zoning Tech Gill (ZT).

#### **2. AGENDA AMENDMENTS**

At CDD de Melo's request, item 8A was moved ahead to be heard before item 5A.

#### **3. COMMUNITY FORUM (Public Comments) - None**

#### **4. CONSENT CALENDAR**

**4A.** Action Minutes of: 2/7/06

This item was tabled until 3/21/06 so Chair Parsons could listen to the audio of the meeting.

## **8. REPORTS, STUDIES, UPDATES, AND COMMENTS**

### **8A. Code Enforcement update on Charles Armstrong School – 1405 Solana Drive (Verbal Update)**

C Wozniak recused herself as she lives within 300' of the property.

CDD de Melo summarized a letter received from Charles Armstrong School dated February 27, 2006.

Staff conducted a mediation session on February 28, 2006 between Charles Armstrong School and Neighborhoods First group. He feels that this is going in a positive direction and will continue to document the progress.

Chuck Horton, Neighborhoods First, hopeful about discussions with Charles Armstrong School.

Robert Mayer, Neighborhoods First, spoke about positive developments in discussions with Charles Armstrong School.

Carol Beattie, Charles Armstrong School, Board of Trustees (Co-Chair Compliance Committee), spoke about the new Compliance Committee and introduced Sam Bronfman (Co-Chair/Compliance Committee), Debbie Vielbaum (Director of Community Relations), and Candace Hathaway (Community Relations Consultant).

## **5. PUBLIC HEARING:**

### **5A. PUBLIC HEARING – 521 CAMBRIDGE STREET**

To consider a Single Family Design Review to construct a 1,052 square addition to the existing 1,412 square foot single-family residence for a total of 2,464 square feet that is below the zoning district permitted 2,665 square feet for the site. (Appl. No. 2005-0073)

APN: 040-271-230; ZONING: R-1C (Single Family Residential)  
CEQA Status: Categorical Exemption per Section 15303

Applicant: Ray Viotti Jr.

ZT Gill summarized staff report recommending approval.

C McKenzie arrived at 7:23P.M.

Applicant, Ray Viotti, was in attendance to respond to questions

**MOTION: By VC Horton, seconded by C Wozniak to close the public hearing.**

**Motion passed.**

**MOTION: By Wozniak seconded by C McKenzie, to adopt a Resolution**

**approving a Single Family Design Review**

**for 521 Cambridge Street (Appl. No. 2005-0073)**

**to include a landscape plan:**

- **Sprinkler system**
- **Sidewalks**
- **Driveways**
- **Larger tree (24" box) in front of property**

**Ayes: Wozniak, McKenzie, Mercer, Horton, Parsons**

**Noes: None**

**Motion Passed: 5/0**

This item may be appealed to City Council within 10 calendar days.

## **5B. PUBLIC HEARING - 1220 AVON STREET**

To consider a Single Family Design Review to construct a 1,804 square-foot addition to the existing 1,124 square-foot single-family residence for a total of 2,928 square feet that is below the zoning district permitted 3,500 square feet for the site. (Appl. No. 2005-0071)

APN: 044-322-390; ZONING: R-1C (Single Family Residential)

CEQA Status: Categorical Exemption per Section 15303

Applicant: Coast to Coast Development, Inc.

Owner: Edward and Amber Paulus

AP Walker summarized staff report recommending approval.

Applicant, Aurelio Peccei, Coast to Coast Development, Inc., was in attendance to respond to questions.

**MOTION: By VC Horton, seconded by C Wozniak, to close the public hearing.**

**Motion passed.**

**MOTION: By C Wozniak, seconded by VC Horton, to adopt a**

**Resolution approving a Single Family Design Review**

**for 1220 Avon Street (Appl. No. 2005-0071) to include a**

**Final Landscape Plan:**

- **Replace with like plants**
- **Remove front picket fence**
- **Protection measures for Magnolia tree in rear yard**
- **Driveway**
- **Sprinkler system**
- **Change front porch to open porch with pillars as opposed to solid walls**

**Ayes: Wozniak, Horton, McKenzie, Parsons**

**Noes: Mercer**

**Motion Passed: 4/1**

This item may be appealed to City Council within 10 calendar days

## 5C. PUBLIC HEARING – Public Right of Way Adjacent to 1999 Notre Dame Avenue

(Continued from 2/7/06 Meeting).

To consider a Conditional Use Permit and Design Review to install a Cingular Wireless Telecommunications facility, consisting of two panel antennas and one equipment cabinet mounted on an existing 30-foot tall utility pole. (Appl. No. PA2005-0065)

APN/ZONING: N/A (public right-of-way)

CEQA Status: Recommended Categorical Exemption per Section 15303

Applicant: NSA Wireless for Cingular Wireless

Owner: City of Belmont

AP Walker summarized staff report recommending approval.

June Lombardi, neighborhood resident, is in possession of 5.8MHZ cell phones that should resolve her problems.

**MOTION: By VC Horton, seconded by C Wozniak, to close the public hearing. Motion passed.**

Applicant, Monroe Cochran, NSA Wireless, Inc, was in attendance to respond to questions.

**MOTION: By VC Horton, seconded by C Wozniak, to adopt a Resolution approving a Conditional Use Permit and Design Review to install a Cingular Wireless Telecommunications facility, consisting of two panel antennas and one equipment cabinet mounted on an existing 30-foot tall utility pole. (Appl. No. PA2005-0065)**

- Change wording of condition #1: from “may” to “shall” be required to correct future interference problems
- Change maintenance hours of 7-10PM to 6-9PM

**Ayes: Horton, Wozniak, McKenzie, Mercer, Parsons**

**Noes: None**

**Motion Passed: 5/0**

This item may be appealed to City Council within 10 calendar days.

## **6. OLD BUSINESS**

6A. Final Landscape and Irrigation Plan - 1804 B Ralston Avenue

ZT Gill summarized staff report.

Rick Frautschi, neighborhood resident, spoke on the landscape plan.

Consensus of Planning Commission is to reject this Final Landscape Plan.

Direction to staff for a new Final Landscape Plan:

- Remove mulberry tree (heritage trees preferred for Ralston Avenue corridor)
- Add ground cover
- Landscaping adjacent to dwelling
- Recommend licensed landscape architect to review

## **7. NEW BUSINESS**

7A. Priority Calendar – Spring Review 2006

CDD de Melo summarized the Priority Calendar - Spring 2006 report and the Bi-Annual process.

There are currently seven (7) priority items that staff are working on:

1. Emmett House
2. HIA Annexation
3. 1365 Fifth Avenue Planning

4. Permit Efficiency Task Force
5. Revision of Noise Ordinance
6. Administrative Code Enforcement
7. Grand Boulevard

CDD de Melo requested that all ideas be submitted to him by Monday, March 13, 2006.

7B. Fence Committee – CDD de Melo to check with Parks & Rec Dept regarding committee participation.

7C. Barrett Community Center - all parking spaces are full early in the morning by Notre Dame High School students who pick-up a shuttle van for the two blocks down Ralston Avenue. CDD de Melo commented that staff is working on a response with the Belmont Police Department on this issue.

C Parsons suggested that possibly the students could park at the Cal Train station and take the van shuttle from there. Also, some people, possibly employees of Carlmont Village Shopping Center, observed parking at Barrett and walking to Carlmont Village Shopping Center.

7D. Carlmont Village Shopping Center – staff to pull file and check existing parking spaces and square footage and do an analysis.

7E. Wendy's – regarding trees – CDD de Melo commented that a code enforcement letter went out on January 31, 2006 to be followed up by City Attorney as needed.

7F. Vacation schedules – C Horton cannot make the April 18, 2006 meeting. C Wozniak will need to be recused from the discussion of Charles Armstrong School because she lives within 300'. Recommendation to reschedule Revocation Hearing for Charles Armstrong School to another date.

**9. ADJOURNMENT: Meeting was adjourned at 9:32 p.m. to Tuesday, March 21, 2006 at 7:00 pm for a Regular Meeting at Belmont City Hall.**

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Carlos de Melo  
Planning Commission Secretary

*CD's of the Planning Commission Meetings are available in the  
Community Development Department  
Please call (650) 595-7417 to schedule an appointment*